

Forden with Leighton and Trelystan Community Council

Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan

Minutes of the meeting held on 23rd November 2017 At Forden Community Centre

PRESENT: Cllr D T L Jones (DTLJ) Cllr C Alexander (CA)
 Cllr R Dawe (RD) Cllr R Tibbott (RT)
 Cllr S Rowlands (SR) Ms Helen Stanier (Clerk)
 Cllr N Edwards (NE)
 Cllr M Williams (MW)

APOLOGIES: Cllr W Jones, Cllr L Corfield and Cllr D Jones

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MINUTES OF THE MEETING held on 26th October 2017, as circulated, were agreed as a true record and were signed by Cllr D T L Jones (Chair)
 Proposed by Cllr R Dawe and seconded by Cllr S Rowlands - all agreed.

Declaration of Interest: None were recorded.

MATTERS ARISING

1. Caretaker. The Chair announced that the Caretaker has resigned and that his resignation had been accepted. The Caretaker had also confirmed that he is due holiday pay and that in the past he has had to pay out of his own pocket to employ someone in his absence. Councillors asked the Clerk to contact the Caretaker and ask him for the hours worked prior to when he started completing a timesheet, this way we can work out how much he is due for one entitled year only, they also asked her to contact One Voice Wales. Going forward Councillors and the Clerk will make enquiries with local Contract Cleaners. As a separate issue the Clerk is to look into how the other Community Clerks deal with Holiday Pay.

ACTION: The Clerk to liaise with One Voice Wales and contact the Caretaker for completed hours. Councillors and the Clerk to make enquiries with local Contract Cleaners. The Clerk to look into how the other Community Clerks deal with Holiday Pay.

Title	What was discussed:	Action:
Amenity Area	Securing of the bin and pressure wash of the mats in the Play Areas still outstanding.	The Clerk to contact R J Quinton for quotation to pressure wash the mats.
Set of new keys	Set of Keys obtained.	Matter closed
Things left outside the Ladies Toilet	Councillors confirmed all items left are now in the shed. NE confirms he has time to dispose of these.	Still outstanding (no change from last Oct 17 meeting)
Play Area	Caretaker had been waiting for new Power Washer to come into stock	Councillors to decide upon way forward after Caretaker resignation
Weeds growing through the Multi Purpose Courts	Still outstanding.	Councillors to decide upon way forward after Caretaker resignation
Snag List	Snag List displayed. Loose tap in Ladies Toilet is still outstanding.	Councillors to decide upon way forward after Caretaker resignation
Fridge needs to be cleaned	Fridge has been cleaned.	Matter closed

2. Road/Highway situations:

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Situation/Location	Contact	Situation	Action
Ménage Upper House, Leighton	Dave Gardner, PCC Highways	Boulders moved back	This matter is now closed
Main Road, Forden – poor road conditions after pipe work repairs	Ken Llewellyn, PCC	David Rowe advised that he went out on site and no issues relating to pipe work repairs have been raised	This matter is now closed
Trelystan – Short Cross down to Beeches	Ken Llewellyn, PCC	Some work has been done just waiting for Jet Patcher to finish work off	Work to be completed
Pot holes between Trelystan and Marton Road, just past the Church	Ken Llewellyn , PCC	Pot holes have been filled	This matter is now closed
Grove Lane Forden	Ken Llewellyn, PCC & Dave Gardner	PCC advise this work is to be looked at during the winter. Councillors requested the Clerk to report gulleys sinking by the council houses.	The Clerk to report to Ken Llewellyn
Hem Bank Forden – pot holes	Ken Llewellyn , PCC	PCC advise pot holes scheduled to be filled and the road has been entered on to the capital list to be considered for further works next financial year	Entered on capital list to be considered for further works next financial year
NEW ISSUE: Pot hole outside the school which has a bollard on it	Ken Llewellyn, PCC	The Clerk to report to PCC	The Clerk to report to Ken Llewellyn

3. Pavilion Checks. The Clerk advised that Rob Walton confirmed he is a couple of weeks behind but work should be carried out the first week of December 2017. Situation carried forward to next meeting.

ACTION: Work should be carried out the first week of December 2017.

4. Andrew Lloyd Football Festival Funds. SR confirmed that she has secured Defibrillator training. Date 28th November 2017 with a possibility of a second date. The Clerk to book the Community Centre on the 28th November and 5th December.

ACTION: Await Training to be carried out.

5. The Cock Hotel, A490 Safety Concerns. Chris Lloyd had confirmed that this had slipped his radar and he has contacted John Forsey again to come back with dates available in the next 2 or 3 weeks.

ACTION: Wait for a date for Councillors to meet on site with Chris Lloyd and John Forsey.

6. Accessing the Pavilion/Facilities during School Time. DTLJ confirmed that talks are still in progress. DTLJ will suggest that Councillors meet with the family on site to discuss the issue.

ACTION: Still in discussion.

7. Sign bent, School turn, Still waiting for an installation date.

ACTION: Await update from Leigh Williams

8. BT Phone Boxes. The Clerk confirmed that equipment has been removed from the kiosks and that information and maintenance details have been received. Posters are to be displayed in each phone box confirming the new owners. The Clerk to look into ownership advice from Zurich Insurance and RT to investigate the suggested moving of the Leighton BT box.

ACTION: See above.

9. Risk Assessments. These have been completed. Main issues are:

- a) Missing steep slope sign – bank along bottom end of main pitch. SR will look for where this is.
- b) Wire between the 2 pitches needs taking up. Councillors will speak to LC at the next meeting.
- c) Strimmer left in the Changing Rooms. SR will make enquiries and get it moved to the shed.
- d) Microwave, Boiler, Fridge and Kettle need PAT testing. The Clerk to contact Steve Lowe, Electrician.
- e) Ramp up to the exterior doors at the Pavilion needs Pressure Washing. The Clerk to arrange quotation from R J Quinton Cleaning Company (Quotation to itemise this along with cleaning of the gulley and the Play area)

10. Signage. Councillors confirmed the following: The sign situation for Halmer Drive, Forden is being considered by Leigh Williams, PCC. The sign for Cilcewydd has been ordered by Chris Lloyd, PCC and should be replaced once warning signs for the bend are completed. No change from October 2017 meeting.

ACTION: Await work to be completed – carried forward to the next meeting.

11. ROSPA Play Area Safety Inspection Reports. Heritage Green - DTLJ confirmed that vegetation needs cutting back and overhead ladders to be looked at but that no one is coming to any immediate harm. Forden Play Area – RD couldn't find anyone to replace the rubber tiles and confirmed that alternatives would need to be looked at – although this is not serious, it does need to be dealt with. RD has obtained a full list of approved firms from ROSPA.

Decision made that DTLJ would ring around to obtain prices to replace rubber tiles but would need to establish how many square meters are required.

ACTION: DTLJ will ring around to obtain prices to replace rubber tiles.

12. Road Sign, opposite main entrance to Leighton Hall. LC confirmed that the issue of the road sign held on by wire has been reported at the latest Powys County Council Depot Meeting. No change from October meeting.

ACTION: Await sign to be put right.

13. Recycling left by Powys County Council. Situation dealt with. **This matter is now closed.**

14. Pavilion Match Changing Rooms. This matter is still outstanding.

ACTION: Jonny Roberts to change the signs.

15. Future Fit. The Clerk confirmed that an enquiry had been received from Mr Rob Davies asking what plans the Community Council had in place for the forthcoming consultation and options given. The Clerk confirmed to Councillors that she had contacted Adrian Osborne (Assistant Director, Powys Teaching Health Board) who confirmed that the consultation should start at the end of November and that he would send out posters and links to help. The Clerk advised that she had contacted Mr Davies to let him know that this was being looked into. No change from last meeting as awaiting consultation to start.

ACTION: Await consultation to start and information to be received to start the process.

16. Electrics Cupboard, Pavilion. The stiff lock has now been dealt with. **This matter is now closed.**

17. Football Pitch dug outs. These have now been put correctly in place. **This matter is now closed.**

18. Soccerholics, after school activities. The Clerk confirmed that she has contacted Soccerholics to enquire about intended period of usage so that the Community Council can charge the correct amount for usage and also to request a copy of their Public Liability Insurance. Soccerholics replied that they have spoken to the Head Teacher in Forden and that they regret that they are not in a position to pay. They confirm that they are aware of the agreement between the school and the Community Council that they have use of the play fields up to 4.30pm and that the school had invited them. Soccerholics also confirm that if they were charged for usage that there is every chance that the club may fold. Councillors have requested the Clerk to wait for DTLJ to speak to the Head Teacher first but then to contact Soccerholics to confirm that any independent business would have to pay and that we still need to see a copy of their Public Liability Insurance.

ACTION: The Clerk to contact Soccerholics.

19. Church Farm Development. No more debris added but the rest is still there. Await LC to report back.

ACTION: LC will look into this matter.

20. Mud left on the road. The Clerk confirmed that she has written to Mr David Gethin and that there had been no response. Councillors requested the Clerk to contact Highways.

ACTION: The Clerk to contact Powys County Council – Highways Department.

PLANNING:

New Applications:

1.

Application Ref:	Grid Ref:	Description:	Comments:
P/2017/1269	323103.21/300705.69	for Outline – Erection of dwelling and garage and installation of septic tank at Land adj Ashlands, Forden, Welshpool	Supported but to be in keeping with neighbouring properties in terms of size.
P/2017/1105	322323.47 301410.96	for Outline application for residential development for up to 5 No. dwellings with detached garages, installation of septic tank, formation of vehicular access road and associated works at Land adjoining Foxgloves, Forden, Welshpool.	Foul Drainage disposal has been amended. Not Supported - we reiterate our concerns about size, beyond the reach of local residents and the need for starter homes

2. Planning decisions as received from Powys County Council as below:

P/2017/0287	25/10/2017	1 Cwm Coedre Cottage, Leighton, Welshpool, SY21 8HS	Householder: Demolition of existing conservatory and erection of oak framed sun lounge and first floor balustrade. Installation of new windows.	Consent	Supported (April 2017 Meeting)
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3. Powys Free Planning Training. RD confirmed attendance of this with NE and DJ; he confirmed that they had learnt a lot and that it was well worth attending. Some of the points raised were that if the application came in late, we could delay our decision date. We also need to specify fully what our reply states which substantiates our decision and carried more weight. The Clerk to bring future training opportunities to meetings.

FINANCE:

1. Payment of the following bills was proposed:

Payee	Details	Power to Pay	Chq	£
Mr N Lloyd	Wages	s.164, s.44, ss 9&10	944	£20.50
Ms H Stanier	Wages	Schedule 12, paragraphs 30, 30D and 30E	945	£442.60
Powys County Council	Business Rates	s.164, s.44, ss 9&11	ddr	£140.00
T A J Hughes	Sewage Treatment Plant Emptying - 2 Tanks	s.260	946	£180.00
Forden Recreation Assn	Affiliation Fee £40.00 Room Hire £12 (Meeting 26.10.17)	LGA1972 S.12	947	£52.00
Stuart Sheppard	Grass cutting and hedging, Cemetery, Heritage Green etc.	s.164.s.44,ss.9 & 10	948	£1,140.00
	TOTAL			£1,975.10

Current Account	
Balance	£8,456.35
Business Premium ME	£14,130.99

Payment of the bills proposed by Cllr R Dawe and seconded by Cllr N Edwards – All agreed. **551**

2. Internal Auditor. The Clerk had not been able to arrange internal auditors to the meeting due to holidays. This matter is still in hand.

ACTION: The Clerk to invite Graham Smith and Ruth Lewis to a forthcoming meeting.

3. Budget 2018/19 – Clerk presented a first draft of the budget to Councillors. Discussions were held and decision made to bring again to the next meeting.

In the meantime the Clerk to look into the cost of a new/reconditioned laptop the old one does not support most new updates.

The Clerk to speak to LC regarding a possible contribution being made by Forden School towards the grass cutting at and around the play area/Pavilion/Sports area.

ACTION: The Clerk to look into the cost of a new/reconditioned laptop the old one does not support most new updates. The Clerk to speak to LC regarding a possible contribution being made by Forden School towards the grass cutting at and around the play area/Pavilion/Sports area.

4. Tokens/Club Fees. SR confirmed that she has received some feedback from Berriew. No solution found to be the situation. The Clerk to encourage Jonny Roberts to buy tokens in bulk rather than individual purchases. Councillors decided we need to look into all suggestions for a solution.

ACTION: Discussions still in place for a solution.

5. Automatic Payments. RD and DTLJ confirm that they are now set up to authorise automatic payments. Councillors requested the Clerk to try this out next month.

ACTION: Automatic Payments to be trialled out next month.

CORRESPONDENCE:

- a) Review of Community and Town Council Section = Consultation Events.
- b) Forden Recreation Association AGM 2017. Date confirmed as Monday 4th December at 7.30pm at Forden Community Centre.
- c) Size of Agricultural vehicles on small roads. Email received from Steve Boyd Powys County Council confirming regulations.

MATTERS RAISED:

1. Electricity Supply. The Clerk pointed out to Councillors that we had not paid for electricity since the Pavilion was built. It was pointed out that this had been looked into in previous years. NE will ascertain as to whether there is a meter.

ACTION: NE to ascertain if there is an electricity meter.

2. Dog Fouling/Gutter needing cleaning. NE advised that the dog fouling situation has improved, he also stressed that the gutter at the far side nearest the road has an open gutter which needs cleaning. NE will look into who this belongs to.

ACTION: NE will look into who the gutter belongs to.

3. Trees on the green by the Church. NE confirmed that two of these trees looked to have rotten limbs and was worried about safety issues. NE will look into who owns these.

ACTION: NE will look into who owns the trees.

4. Bench by War Memorial. NE confirmed this was rotten and has been moved to the shed. The Clerk to look into who owns this and report back to NE.

ACTION: The Clerk to look into who owns this and report back to NE.

5. Mole hills Cemetery and by the shed. NE reported mole hills in the Cemetery and by the shed. The Clerk to get hold of contact details for the man who deals with this for the undertaker.

ACTION: The Clerk to obtain contact details.

Date of Next Meeting: 21st December 2017 at Leighton Village Hall. Start Time 7.15pm.

Signed _____
Cllr D T L Jones (Chair)

Date _____